



# Keefe at Night

Continuing Education at Keefe Regional Technical School

## Spring 2024 Catalog



**Semester Starts on March 6, 2024**

# Keefe at Night

## Certification and Licensing Preparation Programs

### Tuition-Free Licensing/Certification Programs

Journeyman Plumbing Tier 1  
HVAC – Oil and Gas Burner Certification

### Medical & Allied Health Training/ Exam Preparation

Adult & Pediatric First Aid/CPR/AED Certification  
Basic Life Support Certification  
Emergency Medical Technician (EMT) Certification  
Clinical Medical Assistant Certification  
Phlebotomy Technician Certification

### Water Safety Certification

America's Boating (ABC3) Certification

### Real Estate Training/Exam Preparation

Massachusetts Real Estate Salesperson Training

### Trades License Training/Exam Preparation

Construction Supervisor - Unrestricted License  
Hoisting 2A & 1C Exam Preparation/Continuing Education  
Electrical Code - Journeyman Modules  
Plumbing Code and Theory - Journeyman Tiers

### Reiki Certification

Usui/Holy Fire Reiki, Level 1  
Usui Holy Fire Reiki, Level 2

## Frequently Asked Questions

### Spring Semester Starts on March 6, 2024

This semester the vast majority of classes will take place at Keefe Tech, but we will continue to offer virtual and hybrid courses. In addition a few courses will take place at offsite locations.



### Office Hours - Spring 2024

Starting in March our staff can be reached at the following times:

- Monday-Thursday:  
8:00am-9:00pm
- Friday:  
8:00am-4:00pm

### Scheduled Cancellation Dates:

4/15, 4/16, 4/17, 4/18, 4/19, 5/2, 5/16 & 5/27.

Please check your registration receipt for possible additional cancellation dates for your specific class/es.



### Contact Information

**Phone:** 508-416-2170

**Email:** [continuinged@jpkeefehs.org](mailto:continuinged@jpkeefehs.org)

**Website:** [Keefeatnight.org](http://Keefeatnight.org)

**Mailing Address:** 750 Winter Street  
Framingham, MA 01702



### What technology do I need to join a virtual class?

A computer with audio and video, and an internet connection. A Zoom link will be sent to students in advance of class. You will use the same link for multiple-session classes.



### Tuition Payment

Payment is due in full at time of registration. Please call us for information on payment plans for select courses.

### Forms of Payment

We accept Cash, Visa, MasterCard, Checks, and Organization Purchase Orders.

### Age Requirement

Unless otherwise noted, participants must be 18 years of age or older to participate in our programs.



### Certificate of Class Completion

Upon successful completion of Licensing and Certification programs, students will receive a certificate of completion. If you need a certificate for your employer, we will be happy to provide it. Replacement certificates are available for a \$5.00 fee.

### Missed Classes in Certification & Licensing Programs

There is a fee for make-up classes beyond the scheduled class hours.



### Textbooks and Supplies

Keefe at Night does not operate a book/supply store. Please see the online course descriptions for information on books and supplies.



### Registration/Confirmation Receipt

In addition to payment information, your receipt contains:

- Dates and times of your class & location
- Scheduled cancellation dates
- Books/Supplies information
- Withdrawal/Refund policy.

### Withdrawal/Cancellation Refund Policy

Please see page 29 of this catalog for full details on refunds, and our policies and procedures.



### Safety Protocols

Keefe at Night adheres to current (and future) safety protocols in place at Keefe Tech Regional High School.

**Join Us!**

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Full course descriptions including instructor bios, books/supplies information and scheduled class cancellations can be found online at [keefeatnight.org](http://keefeatnight.org).

## New York Broadway Trip Saturday, April 20



### Age Requirement:

Children 13+ are welcome on this trip.

<b>TRIPS02-Spring2024</b>	\$99.00
04/20/2024 - 04/20/2024	Days: Sa
7:30 AM - 11:00 PM	Sessions: 1

**Please see full description on page 28.**

Please see the Language Arts section on page 20 for information on our English language courses.

## ARTS & CRAFTS

Full descriptions are available online for Terri's classes. There, you will also find the list of necessary supplies and materials that will need to be purchased in advance of class.

### Visual Arts with Terri Regotti

#### Acrylic Painting - In Person

In this class you will learn about color theory and the acrylic medium. Students will explore the medium on a teacher-assigned project, or can start painting on their own, implementing ideas and subject matters in which they are interested. Terri will be available to guide you throughout the process. No Class: 4/17. **Instructor: Terri Regotti.**

<b>ART01-Spring2024</b>	\$199.00
03/20/2024 - 05/29/2024	Days: W
6:00PM - 9:00PM	Sessions: 10
Keefe Tech, Ground Floor, Design and Visual	

#### Drawing for Beginners - In Person

This class is designed to introduce students to the principles and elements of art through all gray, black and white mediums. Mainly pencil, markers, and conte crayons will be used. This class teaches you "how to see" so that you can draw what you see. We will work from observations of 2-D papers or photos and 3-D paper objects. No Class: 4/15 & 5/27. **Instructor: Terri Regotti.**

<b>ART02-Spring2024</b>	\$199.00
03/18/2024 - 06/03/2024	Days: M
6:00PM - 9:00PM	Sessions: 10
Keefe Tech, Ground Floor, Design and Visual	

#### Drawing II - In Person

This class will help students use the drawing techniques they have learned in Drawing for Beginners and take their skills to the next level. More complex subject matter and conceptual ideas will be explored. Color pencils and black India ink will be introduced. No Class: 4/18, 5/2 & 5/16. **Instructor: Terri Regotti.**

<b>ART05-Spring2024</b>	\$199.00
03/21/2024 - 06/13/2024	Days: Th
6:00PM - 9:00PM	Sessions: 10
Keefe Tech, Ground Floor, Design and Visual	

### Inclement Weather Class Cancellations -



Information will be posted on our website and our Facebook page. You can also call 508-416-2170 for a recorded message.

Full descriptions are available online for Jessica's classes. You will also find the list of necessary supplies and materials that will need to be purchased in advance of class. If you have questions for Jessica or need more information, please visit her webpage: <http://keefe.pugstitches.com>.

### Textile Arts with Jessica Pelon

#### Knitting for Beginners - In Person

This class is designed for new knitters as well as anyone needing a refresher. We will discuss different yarns, needles, tools, how to knit, purl, increase, decrease, make a gauge and more! Students will be able to apply what they learn to individual projects. Practice supplies will be provided by the instructor. Students are also encouraged to bring any needles or yarn they already have. **Instructor: Jessica Pelon.**

<b>ARTT03-Spring2024</b>	\$129.00
03/07/2024 - 04/11/2024	Days: Th
6:30PM - 9:00PM	Sessions: 6
Keefe Tech, Main Floor, 203	

#### Knitting Workshop - In Person

This is the perfect continuation of the Knitting for Beginners class and is also great for experienced knitters. Learn a new technique, start a project, finish a project you have lying around, or do all the above. In this independent study class, students will work on projects of their own choosing with the confidence of knowing someone is there to guide and support them. **Instructor: Jessica Pelon.**

<b>ARTT01-Spring2024</b>	\$119.00
05/01/2024 - 06/05/2024	Days: W
6:30PM - 9:00PM	Sessions: 6
Keefe Tech, Main Floor, 203	

#### Spring Sweater Knitting - In Person - New!

Always wanted to make a sweater, but felt it was too big a project? Join us this Spring and make a simple, pretty, lightweight pullover. This sweater is knit top-down on circular needles and has short, quick sleeves. **Instructor: Jessica Pelon.**

<b>ARTT04-Spring2024</b>	\$119.00
03/06/2024 - 04/10/2024	Days: W
6:30PM - 9:00PM	Sessions: 6
Keefe Tech, Main Floor, 203	

Grab a friend and experience a fun class making a floral arrangement. It is a relaxing time and you will create a beautiful floral design to take home for your own enjoyment or give away as a gift! No Experience necessary. **All materials are included in the cost of tuition.**

## Floral Design with Dawn Bagocius

### DIY Bridal Floral Designs - In Person

Today's modern brides enjoy creating their own floral designs for their special day. In this class, you will learn how to make some basic pieces: boutonniere, a wrist corsage and an arm spray. Flowers/materials are included in the cost of tuition.

**Instructor: Dawn Bagocius.**

<b>ACFD11-Spring2024</b>	\$75.00
03/18/2024 - 03/18/2024	Days: M
6:00PM - 8:00PM	Sessions: 1
Keefe Tech, Ground Floor, Horticulture & Landscape	

### Summer Citrus Floral Design - In Person - New!

The vibrant colors in lemons and limes are perfect to pair up with flowers. In this class, we will be combining these elements that will make your backyard deck look amazing and ready for summer weather. Flowers/Materials are included in the cost of tuition. **Instructor: Dawn Bagocius.**

<b>ACFD16-Spring2024</b>	\$75.00
05/06/2024 - 05/06/2024	Days: M
6:00PM - 8:00PM	Sessions: 1
Keefe Tech, Ground Floor, Horticulture & Landscape	

### Contemporary Floral Design - In Person

This class is for the person who likes a modernized sleek looking floral design with fine lines and detail. Flowers/ Materials are included in the cost of tuition. **Instructor: Dawn Bagocius.**

<b>ACFD8-Spring2024</b>	\$75.00
4/22/2024 - 4/22/2024	Days: M
6:00 PM - 8:00 PM	Sessions: 1
Keefe Tech, Ground Floor, Horticulture & Landscape	

**All materials and supplies are included in the cost of tuition for Lisa's classes.**

## Glass Arts with Lisa Young

### Sea Glass Window Workshop - In Person

In this class you will use shells, star fish, urchins, sand dollars, stones, glass, driftwood, coral, sand and other materials to make a wood framed 8" x 10" Sea Glass Window. Due to curing time you will complete your design in the workshop and will receive a kit and instructions to complete at home. Materials/Supplies are included in the cost of tuition. You can view samples at: Coastalcraftworkshop.com. **Instructor: Lisa Young.**

<b>ART03-Spring2024</b>	\$79.00
04/24/2024 - 04/24/2024	Days: W
6:30PM - 8:30PM	Sessions: 1
Keefe Tech, Second Floor, 310	

### Sea Glass Tree Workshop - In Person

Create a beautiful 10" tall Sea Glass Tree. Great for yourself, or to give as a gift. Embellishments include starfish, pearls and shells. Bring your own items to add if you like. Materials/ supplies are included in the cost of tuition. You can view samples at: Coastalcraftworkshop.com. **Instructor: Lisa Young.**

<b>ART07-Spring2024</b>	\$79.00
04/03/2024 - 04/03/2024	Days: W
6:30PM - 8:30PM	Sessions: 1
Keefe Tech, Second Floor, 310	



## Visit Our Website

Full course descriptions can be found online at [Keefeatnight.org](http://Keefeatnight.org).



## BUSINESS AND CAREER TOOLS / SOCIAL MEDIA

Please see Computer Technology and Applications on page 8 and 9 for related business and career tools courses.

### How to Start and Grow a Successful Business - In Person

Bruce is back! This class is designed for entrepreneurs who are considering starting their own business, or business owners who want to grow their companies while maximizing Cash Flow. Each of the 6 classes consists of a 75–90-minute presentation followed by an open class discussion with questions, comments and specific issues. Bruce Share's first book "*Maximizing Cash Flow - The Path to Prosperity*" has this class as its core. **Instructor: Bruce Share.**

#### BEDTOOLS2-Spring2024

05/14/2024 - 06/18/2024

6:00PM - 9:00PM

Keefe Tech, Main Floor, 206

\$149.00

Days: Tu

Sessions: 6

### How to Promote and Market your Small Business - Virtual Meeting/Live Instruction - New!

This 2-hour class will show you how to set up a website to showcase your business and how to market your business. We will go through the essential topics: How to buy a domain name and find fast hosting; Website platforms on the market; How to market your website, and get more traffic. This is an introductory class, there is no need to have a website. **A Zoom link will be sent to your email address in advance of class. Instructor: Fan Stanbrough.**

#### COWEB27-Spring2024

5/29/2024 - 5/29/2024

7:00 PM - 9:00 PM

Live Virtual Classroom, Online Learning

\$49.00

Days: W

Sessions: 1

### Open and Manage an Online Shop - Virtual Platform/Live Instruction - New!

Opening an eCommerce online shop is not as hard as you think. This 2-hour class to go through the essential topics: How to buy a domain name and find fast hosting; eCommerce platforms on the market; Advantages of WordPress WooCommerce. We will demonstrate how easy it is to set up, and how to market your shop to get more traffic. **A Zoom link will be sent to your email address in advance of class. Instructor: Fan Stanbrough.**

#### COWEB26-Spring2024

5/08/2024 - 5/08/2024

7:00 PM - 9:00 PM

Live Virtual Classroom, Online Learning

\$49.00

Days: W

Sessions: 1

Full course descriptions and instructor bios are available on our website:  
[Keefeatnight.org](http://Keefeatnight.org)

### LinkedIn: Improve/Develop Your LinkedIn Professional Profile - In Person

LinkedIn is a useful tool for your professional career. Whether you are job hunting, looking for the right contacts or to develop your career prospects, LinkedIn is a great first step. In this class you will learn how to complete your professional page and learn how to optimize your profile and research to take advantage of all that LinkedIn has to offer. **Instructor: Annabelle Lebas.**

#### BIZTOOLS 08-Spring2024

03/27/2024 - 03/27/2024

6:00PM - 8:00PM

Keefe Tech, Main Floor, 207

\$39.00

Days: W

Sessions: 1

### Instagram for Business Owners - In Person

In this 90-minute course geared towards beginners, we will address everything that you need to know if you're just starting out using Instagram to promote your business. We will cover how to use the platform itself, as well as some of the terminology of the platform, and how businesses specifically can use Instagram to make new connections and put their products and services out into the world. **Instructor: Lauren Briggs.**

#### BZTOOLS15-Spring2024

04/04/2024 - 04/04/2024

6:30PM - 8:00PM

Keefe Tech, Main Floor, 210

\$29.00

Days: Th

Sessions: 1

### Intro to Social Media for Business - In Person

Learn to effectively promote your business or organization through social media. If you are looking to tap into social media to promote your business and need some help getting started, this course is for you. We will explore the basics of different social media platforms and learn how to use Facebook specifically for both promotion and improved customer engagement. When you have completed this class, you will have a better understanding of social media and concrete steps to use with Facebook to promote your business or organization. This course is aimed at those who are beginning to use social media. **Instructor: Lauren Briggs.**

#### BZTOOLS4-Spring2024

04/03/2024 - 04/10/2024

6:30PM - 9:00PM

Keefe Tech, Main Floor, 208

\$59.00

Days: W

Sessions: 2

### Inclement Weather Class Cancellations -



Information will be posted on our website and our Facebook page. You can also call 508-416-2170 for a recorded message.

# Keefe at Night

## Training For Careers in Medical and Allied Health



### Clinical Medical Assistant Certification Training

This program includes 140 classroom hours and 160 hours of hands-on clinical training. Students successfully completing this program are eligible to sit for the National Healthcareer Association Clinical Medical Assistant Certification Exam. An externship is included in this program.

**Dates:** March 7 - June 18, 2024

**Tuition:** \$2,749

Discount Available When Paying in Full

### Phlebotomy Technician Certification Training

This program includes 90 classroom hours and up to 120 hours of hands-on clinical training. Students successfully completing the program are eligible to sit for the National Healthcareer Association Phlebotomy Technician Certification Exam. An externship is included in this program.

**Dates:** March 18 - June 5, 2024

**Tuition:** \$1,979

Discount Available When Paying in Full



### Emergency Medical Technician, EMT Certification Training

This class is taught by Metro-West EMS Educators, which is accredited by the Massachusetts Office of Emergency Services. Upon successful completion of this 160-hour course, students will be able to take the practical and written certification exams to become certified in the Commonwealth of Massachusetts and nationally. This course includes AHA Healthcare Provider CPR.

**Dates:** February 29 - May 18, 2024

**Tuition:** \$1,199



### First Aid/CPR/AED and BLS Certification

**Adult and Pediatric First Aid/CPR/AED Certification:** This Red Cross course teaches students to recognize and care for a variety of first aid emergencies.

**Dates:** April 10, 2024 & June 5, 2024 **Tuition:** \$109

**Basic Life Support:** The Basic Life Support (BLS) course provides healthcare providers and public safety professionals with the knowledge and skills necessary to respond to breathing and cardiac emergencies in adult, child and infant patients.

**Date:** May 15, 2024 **Tuition:** \$109



## CAREERS/CAREER EXPLORATION

### College & Career Compass Seminar - In Person - New!

**FREE SEMINAR!** Would you like your high school or college student to be on the right path to a successful college experience and/or career? In this introductory seminar the instructor will discuss the importance of personal assessment in order to gain valuable, in-depth insights that will help students identify and consider educational path options and potential careers that best align with their goals. **Instructor: College Career Compass Staff.**

#### CCPREP-Spring2024

04/03/2024 - 04/03/2024

6:30PM - 8:00PM

Keefe Tech, Main Floor, 210

Free

Days: W

Sessions: 1

### Compassionate Healthcare - In Person - New!

This is a foundation course for all healthcare professions. In this class students will learn how compassionate and caring professionals make a huge difference in a patient's life. We will discuss the evolution into modern day healthcare as we know it today. No Class: 4/15. **Instructor: Jacob Kallupura.**

#### CAREERS8-Spring2024

04/01/2024 - 05/20/2024

6:00PM - 8:00PM

Keefe Tech, Second Floor, 317

\$109.00

Days: M

Sessions: 7

### An Introduction to the Criminal Justice System - In Person

This course will provide future Criminal Justice professionals with a solid foundation and understanding of the history, evolution, and challenges of the modern day Criminal Justice system. No Class: 4/16. **Instructor: Jacob Kallupura.**

#### CAREERS9-Spring2024

04/02/2024 - 05/21/2024

6:30PM - 8:30PM

Keefe Tech, Second Floor, 320

\$109.00

Days: Tu

Sessions: 7

Please sign up early so that we meet our minimum class enrollment.



## Visit Our Website

Full course descriptions can be found online at [Keefeatnight.org](http://Keefeatnight.org).

## COMPUTER TECHNOLOGY & APPLICATIONS

**Students will have access to computers in the Library Computer Lab during class.**

### AutoCAD for Beginners - In Person

AutoCAD is a software drawing tool often used by architects, interior designers, and contractors to render and edit many types of diagrams, from architectural layouts of homes to mechanical layouts of machine parts. In this course, we will cover the basic AutoCAD functions of drawing and editing. Basic PC skills are required. A background in drawing, drafting, design, or graphics is helpful but not required. You will have access to a computer during class, but bring your own laptop - so you will remember your configuration between classes. Please see online description for information on required textbook. No Class: 4/16. **Instructor: Paul Lienard.**

#### COAPP10-Spring2024

03/26/2024 - 06/04/2024

6:00PM - 9:00PM

Keefe Tech, Second Floor, Library

\$339.00

Days: Tu

Sessions: 10

### Intro to Computers and Basic Applications - In Person

If you are a complete novice at computers and would like to learn not just the basics but want to delve into the world of basic applications, the Internet and social media, then this class is perfect for you. Don't let the newest technology intimidate you. Get in the know and start sending emails, sharing documents and photos, surfing the web and much more. Students will have access to Windows personal computers during the class. No Class: 4/17. **Instructor: Patricia Boyd.**

#### COBASIC12-Spring2024

4/03/2024 - 5/01/2024

6:30PM - 8:30PM

Keefe Tech, Second Floor, Library

\$109.00

Days: W

Sessions: 4

### Microsoft Excel 1 - Intro - In Person

Create and edit worksheets and workbooks. Take home the practical knowledge required to use the program and apply it to real-life situations. Please see the online class description for information on the **hard copy** textbook that students will need to purchase in advance of class. The first 2 1/2 hours of this class will be dedicated to lectures and hands-on practice in a computer lab. The last half hour will be available for questions students may have. **Instructor: Patricia Boyd.**

#### MS07-Spring2024

3/06/2024 - 3/27/2024

6:00PM - 9:00PM

Keefe Tech, Second Floor, Library

\$169.00

Days: W

Sessions: 4



## COMPUTER TECHNOLOGY & APPLICATIONS

A class invitation link will be sent to your email account in advance of class.

### Microsoft Excel Pivot Tables - Virtual Platform/Live Instruction

Spreadsheet skills are essential in today's workplace. But merely compiling all your data into a spreadsheet is one thing; making sense of it is another. Pivot tables allow you to arrange information quickly and efficiently so you can examine it from various perspectives. Not only will you develop the skills to sort through data, you will also learn about conditional formatting, charts, if/then statements, and much more! Students must have access to Excel 2013 or later versions to be able to attend this class. **Prerequisite: Basic MS Excel skills. Instructor: Ray Pourali.**

**COMS201-Spring2024**

4/04/2024 - 4/04/2024

6:00PM - 9:00PM

Live Virtual Classroom

\$49.00

Days: Th

Sessions: 1

### Design Your Own WordPress Website in 4 Hours - Virtual Platform/Live Instruction

Design a WordPress website and start your online journey. This class is a beginner class, designed for people with no WordPress experience and no coding knowledge. At the end of class, you will have the skills to build a brochure (informational) website, a blog, or to maintain an existing WordPress website. You will also receive tips on choosing a good hosting company to launch your site. **Instructor: Fan Stanbrough.**

**COWEB25-Spring2024**

4/03/2024 - 4/10/2024

7:00 PM - 9:00 PM

Live Virtual Classroom

\$69.00

Days: W

Sessions: 2

### Intro to Canva Design - Virtual Platform/Live Instruction

The primary goal of this Canva fundamentals course is to equip individuals with the ability to enhance their personal and/or professional graphic design work. Individuals who complete this course will achieve the following: Understand functions of Canva; apply basic Canva functions and tools to personal and professional work, and acquire skills to create basic graphics for multiple mediums. **Instructor: Sarah DeMeo.**

**BZTOOLS07-Spring2024**

03/19/2024 - 03/19/2024

6:00PM - 9:00PM

Live Virtual Classroom

\$39.00

Days: Tu

Sessions: 1

### Inclement Weather Class Cancellations -



Information will be posted on our website and our Facebook page. You can also call 508-416-2170 for a recorded message.

## Keefe at Night

### Career Training through Ed2Go Self-paced Online Learning

#### Online Career Training Programs

Online programs can start you on a path to an in-demand profession or help advance your current career with industry certification. You begin these programs at any time and learn at your own pace. Upon successful completion of all coursework, you will receive a certificate of completion.

Visit our website for program details and to enroll:  
[careertraining.ed2go.com/kan](https://careertraining.ed2go.com/kan)

#### Online Course Bundles

These bundles allow you to take multiple courses at a discounted price while gaining an in-depth understanding of the subject area. Our online courses are informative, fun, convenient, and highly interactive. We offer new course sessions monthly. Visit our website to view start dates for the courses that interest you.

Visit our website for program details and to enroll:  
[ed2go.com/kan](https://ed2go.com/kan)

## COOKING/WORLD CUISINE

Come hungry and eat your creations at the end of the night or bring a take home container.

### French Dishes - In Person - New Recipes!

Do you love French food? Do you wish you knew how to prepare a favorite dish? Join Annabelle on a night of French cooking and fun. In this class you will learn to make: Crêpes sarrasin salées - Salty buckwheat "crepe," Moule marinière et Frite - Mussel & french fries, and Crêpes sucrées - Sweet "crepe." **Instructor: Annabelle Lebas.**

**CA119-Spring2024** \$75.00  
05/30/2024 - 05/30/2024 Days: Th  
6:00PM - 9:00PM Sessions: 1  
Keefe Tech, Main Floor, East Side Room Kitchen

### Easy & Elegant Hors D'oeuvres - In Person - New!

After this session the hardest part will be spelling hors d'oeuvres! We'll spend an evening making and tasting phyllo dough and puff pastry based appetizers. **Instructor: Meredith Elkins.**

**CA01-Spring2024** \$75.00  
05/15/2024 - 05/15/2024 Days: W  
6:00PM - 9:00PM Sessions: 1  
Keefe Tech, Main Floor, East Side Room Kitchen

### Fresh & Filled Pasta at Home - In Person - New!

Calling all pasta machine owners and those who want one! Ever wondered how to use that machine you've likely got still in its box? Join us for a two-night course where you'll discover how easy it is to make that linguine, angel hair or ravioli you've always wanted to make. The second session will concentrate on fresh filled pasta, while the first will teach you the basics of dough making, cutting, and drying. Pair it with the sauces class, and you'll have an Italian feast! Bring your machine if you have one. **Instructor: Meredith Elkins.**

**CA105-Spring2024** \$139.00  
04/03/2024 - 04/10/2024 Days: W  
6:00PM - 9:00PM Sessions: 2  
Keefe Tech, Main Floor, East Side Room Kitchen

### Fresh Filled Pasta II - In Person - New!

Already took Fresh & Filled Pasta at Home, or just know how it's done? Join us for this new class with all new fillings and recipes. This class will focus on making various fillings and assembling layered dishes with fresh pasta. Bring your machine if you have one. **Instructor: Meredith Elkins.**

**CA106-Spring2024** \$75.00  
04/11/2024 - 04/11/2024 Days: Th  
6:00PM - 9:00PM Sessions: 1  
Keefe Tech, Main Floor, East Side Room Kitchen

### Sauces that Sing! - In Person - New!

You've made the pasta, now what's going on top? Join us for a session that will teach you a range of Italian sauces: Bolognese, Alfredo, Marinara and others. **Instructor: Meredith Elkins.**

**CA107-Spring2024** \$75.00  
05/09/2024 - 05/09/2024 Days: Th  
6:00PM - 9:00PM Sessions: 1  
Keefe Tech, Main Floor, East Side Room Kitchen

### Not-So-Scary Main Courses - In Person - New!

They're only scary if you let them be! Join us for an evening of cooking elegant meals fit for company or a special evening with family. Paella, coq au vin and beef wellington are on the menu! **Instructor: Meredith Elkins.**

**CA108-Spring2024** \$75.00  
05/01/2024 - 05/01/2024 Days: W  
6:00PM - 9:00PM Sessions: 1  
Keefe Tech, Main Floor, East Side Room Kitchen

### Soups from the Pantry - In Person - New!

Nothing comforts like a bowl of soup. Spend an evening learning bean, vegetable and grain based soups that can be customized to your taste and the season! **Instructor: Meredith Elkins.**

**CA130-Spring2024** \$75.00  
03/27/2024 - 03/27/2024 Days: W  
6:00PM - 9:00PM Sessions: 1  
Keefe Tech, Main Floor, East Side Room Kitchen

### The Art of Antipasti - In Person - New!

Antipasti, the traditional first course in a formal Italian meal, is a lot more than charcuterie! Join us for an evening of tasting, plating and planning how you can create beautiful boards and platters for an easy evening snack, elegant party or football watch party. **Instructor: Meredith Elkins.**

**CA131-Spring2024** \$75.00  
5/29/2024 - 5/29/2024 Days: W  
6:00 PM - 9:00 PM Sessions: 1  
Keefe Tech, Main Floor, East Side Room Kitchen



Keefe at Night's cancellation and refund policy can be found on page 31.

## Construction Supervisor Unrestricted License Exam Preparation - In Person

**Registration Deadline: April 25.** Only a person licensed by the Massachusetts Board of Building Regulations and Standards may supervise the construction and renovation of all one and two family dwellings and all buildings containing less than 35,000 cubic feet of enclosed space. This class will help you prepare for your Massachusetts Construction Supervisor Unrestricted License exam. This course requires students to devote a significant amount of time familiarizing themselves with the building code materials and methods of preparation for the exam.



**All Textbooks and Study Materials (\$500 value) are included in the cost of tuition.**

**Prerequisite to take the State Exam:** Three years of documentable construction experience.

**CONSTRUCTLIC-Spring2024** \$899.00  
05/01/2024 - 06/05/2024 Days: W  
6:00PM - 8:00PM Sessions: 6  
First Floor, Room 201

## Hoisting 2A and 1C Exam Preparation/ Continuing Ed. Credit - In Person

This course counts toward Massachusetts Continuing Education credit. This class will prepare you to take the Massachusetts Hoisting License exam. We will go over the exam application process and will review requirements for the D.O.T health certificate, which qualifies you to take the exam.

**TP100-Spring2024** \$169.00  
05/08/2024 - 05/15/2024 Days: W  
5:30 PM - 8:30 PM Sessions: 2  
First Floor, Room 210

## Massachusetts Real Estate Salesperson Training - In Person

This class is your first step to becoming a licensed real estate salesperson! Completion of this course will qualify students to sit for the Massachusetts Real Estate Salesperson's Test.

This course is taught by professionals from Framingham-based Key Realty Services University, an approved, fully licensed and credentialed Massachusetts Real Estate School. The course is taught in both lecture and interactive format. At the completion of the program you will receive a certification booklet, which allows you to take the state examination. If you score 70% or better on your exam, you will receive your license that day!

**Textbook Requirement:** Textbooks must be purchased in advance of class: Massachusetts Real Estate Practice & Law 11th edition & Modern Real Estate Practice 21st Edition Set. **Please see online description for store link.**

**Important: If you already hold a Real Estate License, this Pre-Licensing course is not for you.**



**REALESTATE1-Spring2024** \$369.00  
04/01/2024 - 05/29/2024 Days: M,W  
6:00PM - 9:00PM Sessions: 15  
First Floor, Room 220

## DANCE

Please see **Fitness** section on page 14 and **Sports** section on page 26 for additional **Fitness** classes.

### Ballroom Dancing - Couples/Pairs - With Steele Shane - In Person

Have fun learning with other beginners and dance with confidence. This beginner course will focus on four of the most popular ballroom dances - two American Smooth (Waltz and Foxtrot) and two Rhythm/Latin (Rumba and Cha-Cha). No Class: 4/15. **Instructor: Steele Shane.**

<b>FTBR01-Spring2024</b>	\$195.00 per Couple/Pair
03/11/2024 - 05/20/2024	Days: M
7:30PM - 8:30PM	Sessions: 10
Keefe Tech, Main Floor, Gym	

### Swing - Couples/Pairs With Shane Steel - In Person

Join us in learning single time and triple step swing. Most of the steps and arm movements can also be applied to freestyle dancing. You'll learn the basic rhythm, tucks, underarm turns, and more! We will also work on improving your lead and follow dance skills, connection, and musicality. No Class: 4/15. **Instructor: Steele Shane.**

<b>FTSWING01-Spring2024</b>	\$195.00 per Couple/Pair
03/11/2024 - 05/20/2024	Days: M
6:30PM - 7:30PM	Sessions: 10
Keefe Tech, Main Floor, Gym	

### Belly Dancing with Jemileh - All Levels - In Person

Don't miss out on the fun! This class is suitable for dancers of all levels. It will be an introduction to the rich repertoire of moves and combinations that make up this beautiful art form. Classes will also include drills to help build strong muscle control as well as techniques to increase flexibility and grace. If you don't have dance sneakers or soft soled dance shoes, you will need to wear your socks. No regular shoes please. Bring: water, and willingness to have a great time. No Class: 4/15 & 5/27. **Instructor: Jemileh, (Jaqui Martir).**


<b>FTBELLYD1-Spring2024</b>	\$139.00
03/11/2024 - 06/10/2024	Days: M
6:00PM - 7:00PM	Sessions: 12
Keefe Tech, Main Floor, Stage in Auditorium	

### Beginner Line Dance - In Person

Get your body moving and improve your balance and memory, all while enjoying a wide range of great music! Line dance is fun and easy. You don't need tools or a partner - just comfortable soft-soled shoes that won't stick to the floor. No experience is necessary. Each dance will be demonstrated and taught in short sections appropriate to the level and comfort of the participants. No Class: 4/23, 4/30 & 5/7.

**Instructor: Robin Sparr.**

<b>FTLINE01-Spring2024</b>	\$99.00
03/12/2024 - 05/28/2024	Days: Tu
6:15PM - 7:15PM	Sessions: 9
Keefe Tech, Main Floor, Gym	



**Join our robust program. Keefe at Night has been successfully running 5 Tiers for over 8 years.**

**Earn all 550 hours required for licensure.**

**Learn from instructors with over 75 years of combined industry experience.**

**Complete the program in 4 years.**

## Journeyman Plumbing Code and Theory

Keefe at Night offers all five tiers of the Massachusetts Journeyman Plumbing Code and Theory Program.

Our 4-year Tier Program fulfills the required Tier Code & Theory portion of training for students wishing to become Massachusetts Journeyman Plumbers. Each Tier covers the state requirements for licensure.

Enrollment is open to non-licensed plumbing apprentices in Tier 1 ONLY. Students wanting to enroll in Tiers 2, 3, 4 & 5 must hold a current Massachusetts apprenticeship license and have successfully completed the previous tier.

With the exception of Tier 1 (see above), classes are open only to current apprentices licensed as a Massachusetts Plumbing Apprentice. Participants in the 5-Tier system are required to complete 550 classroom hours (110 hours per Tier) and 6800 apprenticeship work hours (1700 hours per work year) to qualify to take the Journeyman Plumber Test.

We strongly recommend that all students visit The Board of Registration of Plumbers and Gas Fitters website at: <https://www.mass.gov/plumber-licensing> for information on Journeyman License requirements and processes.



## DANCE

### **"Improver" Line Dance - Beyond Beginner Level - In Person - New!**

This class is for those with some previous dance experience. You should be familiar with basic line dance steps including vine, rocking chair, V-step, K-step, shuffle, rock-recover, jazz box, Lindy step (chasse-rock-recover). The level of dances taught will include high beginner, improver, and low-intermediate. We will be building upon skills learned in Beginner Line Dance, and some easy dances will be included (with one wall walk-through) to maintain and grow our repertoire. As always, each new dance will be demonstrated and taught in short sections appropriate to the level and comfort of the participants.

**Please note:** Dancers with some experience are welcome to register for BOTH classes; there will be a 15 minute break in between to rest and hydrate! No Class: 4/23, 4/30 & 5/7.  
**Instructor: Robin Sparr.**

<b>FTLINE02-Spring2024</b>	\$99.00
03/12/2024 - 05/28/2024	Days: Tu
7:30PM - 8:30PM	Sessions: 9
Keefe Tech, Main Floor, Gym	

## ESSENTIAL ADULT EDUCATION COURSES

### **GED Preparation Courses (Self-paced)**

Adult Ed: GED Test Prep. Ed2Go - Self-Paced Online Courses  
- Instructions on How to Register

This program is offered through our training partner Ed2go. GED Preparation Classes are available for registration. The registration process is different, however. Please visit this link to view information on classes or to register online: <https://www.ed2go.com/kan/SearchResults.aspx?SearchTerms=ged>.

Students have access to these online/self-paced classes 24/7 for a determined period of time. Please be aware that there is no live instruction included with this course. **Important:** For information on GED® testing in Massachusetts, please visit: <http://www.doe.mass.edu/hse/>.



## Visit Our Website

Full course descriptions can be found online at [Keefeatnight.org](http://Keefeatnight.org).

Spring 2024

## FINANCE AND RETIREMENT PLANNING

### **Transitioning Into Retirement - Beyond Finances - In Person**

So it's here...or about to be here. Maybe by choice or maybe not. Retirement is like a vacation that can last forever, but - like vacations - it has its own 'stressors.' Making a plan for life after retirement is crucial. This course explores areas beyond finances such as: life stages of work and retirement; the importance of short- and long-term goal setting; part-time jobs for retirees; how to rebuild your social network and retirement success stories. This is not a 'Finance' Class - but a blueprint for a happy and fulfilling retirement!

<b>RETIREPLAN1-Spring2024</b>	\$39.00
4/2/2024 - 4/2/2024	Days: T
6:00PM - 9:00PM	Sessions: 1
Keefe Tech, Main Floor, 208	

### **Social Security: Your Questions Answered - In-Person**

In this class you will learn ways to maximize Social Security benefits for individuals and couples based on age, life expectancy, employment and need. **Instructor: Alex Winkelmann.**

<b>FINRET1-Spring2024</b>	\$29.00
03/12/2024 - 03/12/2024	Days: Tu
6:00PM - 7:30PM	Sessions: 1
Keefe Tech, Main Floor, 208	

### **What Happens After the Paychecks Stop? - In-Person**

Are you nearing retirement or are between the ages of 50-70? Then this class is for you. Examine how to budget for retirement expenses, potential sources of retirement income and potential risks such as long-term care and health care costs. **Instructor: Alex Winkelmann.**

<b>FINRET2-Spring2024</b>	\$29.00
03/07/2024 - 03/07/2024	Days: Th
6:00PM - 7:30PM	Sessions: 1
Keefe Tech, Main Floor, 204	

### **Divorce Workshop - Navigating the Process and Financial Considerations - In Person**

In this 3-hour course, you will learn about the landscape of divorce in Massachusetts including how you can initiate the divorce process; what property is subject to being divided; the differences between child support and alimony/spousal support; and what to expect and not expect from your divorce. **Instructor: Halee Burg.**

<b>FN09-Spring2024</b>	\$49.00
04/02/2024 - 04/02/2024	Days: Tu
6:00PM - 9:00PM	Sessions: 1
Keefe Tech, Main Floor, 204	

Scheduled Cancellation Dates:

4/15, 4/16, 4/17, 4/18, 4/19, 5/2, 5/16 & 5/27.

Register online at [Keefeatnight.org](http://Keefeatnight.org) or call us at 508-416-2170 13



## FINANCE AND RETIREMENT PLANNING

### Wills, Trusts, and Estate Planning: Protecting What Matters Most - In Person

During the course, students will learn the fundamentals of Estate Planning and the tools required to keep families out of court and conflict. Overall, the course is an opportunity for individuals and families to learn how to protect their loved ones and their assets in the way they want them to be protected, if someone is to become incapacitated and/or when they pass away. **Instructor: Erica Endyke.**

**FINRET3-Spring2024** \$29.00  
03/20/2024 - 03/20/2024 Days: W  
5:30PM - 6:30PM Sessions: 1  
Keefe Tech, Main Floor, 204

**FINRET3-Spring2024** \$29.00  
05/15/2024 - 05/15/2024 Days: W  
5:30PM - 6:30PM Sessions: 1  
Keefe Tech, Main Floor, 204

## FITNESS

Please see Dance section on page 11 and Sports section on page 26 for additional Fitness classes.

### Gentle Stretch With Jo-Ellen McCarrick - All Levels - In Person

Suitable for all levels. This class will help to improve flexibility, alleviate back pain, reduce muscle tension, promote relaxation and relieve stress. A cardio-based warm up is followed by a series of slow head-to-toe relaxing stretches that draw from dance, yoga, therapeutic conditioning and traditional exercise. Floor work required. Participants should bring a mat or towel and water. No class: 4/16 & 5/14. **Instructor: Jo-Ellen McCarrick.**

**FITNESSGS2-Spring2024** \$119.00  
03/19/2024 - 06/04/2024 Days: Tu  
7:15PM - 8:15PM Sessions: 10  
Keefe Tech, Main Floor, Stage in Auditorium

### Quick Fit Circuit Training with Jo-Ellen McCarrick- In Person

Rev up your fitness workout with circuit training. We will warm-up and get moving, then rotate through various stations that alternate fitness activities that will target muscle strength, cardio, balance, and agility for a well-rounded workout. All ability levels are welcome! Bring hand-held weights suitable for your ability, a mat for floor work, and water. No class: 4/16 & 5/14. **Instructor: Jo-Ellen McCarrick.**

**FITNESSQF3-Spring2024** \$119.00  
03/19/2024 - 06/04/2024 Days: Tu  
6:00PM - 7:00PM Sessions: 10  
Keefe Tech, Main Floor, Stage in Auditorium

## FITNESS

### Hydropower Plus Core - Water Exercise at Longfellow in Wayland

Burn calories and tone your muscles while being kind to your joints. Hydropower is a total-body, **deep-water** workout which includes a strong cardiovascular segment. This class is modified for all levels of ability. Additional focus includes CORE work, along with total body muscle conditioning and flexibility, done simultaneously for an effective & efficient class. For more information on the Longfellow Club, please visit: <https://www.longfellowhealthclubs.com/wayland>. **Instructor: Longfellow Tennis and Health Club Staff.**

**FITZWATER 1-Spring2024** \$168.00  
03/07/2024 - 06/06/2024 Days: Th  
7:15PM - 8:15PM Sessions: 14  
Longfellow Tennis and Health Club  
524 Boston Post Road, Wayland

### Yogalates with Karen Fishman - In-Person

Join Karen for her signature 30/30 class, great for all levels! This popular class will help you build strength, improve posture, and tone your whole body. Class begins with a warm-up followed by mat-based pilates, then transitions to Hatha style yoga, combined with traditional stretch. Class ends with guided meditation. You'll feel relaxed, refreshed and happy when you leave! Bring a yoga mat, blocks (if needed), a yoga strap or towel and water. Class size is limited. Sign up today! No Class: 3/14, 4/18 & 5/16. **Instructor: Karen Fishman.**

**YOGALATES-Spring2024** \$99.00  
03/07/2024 - 04/25/2024 Days: Th  
6:30PM - 7:30PM Sessions: 6  
Keefe Tech, Main Floor, Stage in Auditorium

**YOGALATES-Spring2024-Section2** \$99.00  
5/09/2024 - 6/20/2024 Days: Th  
6:30PM - 7:30PM Sessions: 6  
Keefe Tech, Main Floor, Stage in Auditorium

## HEALTH & WELLNESS

### Qi Gong - Self Healing - In Person

Qi Gong is a system of gentle exercises used to increase health, vitality, and to overcome disease. This class will focus on Eight Brocade QiGong, a group of eight exercises whose origin can be traced back in China over two thousand years. The eight movements are designed to tune up all organ systems, to build a healthier body, and to help prevent disease. **Instructor: Joe Foley.**

**QIGONG1-Spring2024** \$39.00  
04/10/2024 - 04/10/2024 Days: W  
7:00PM - 9:00PM Sessions: 1  
Keefe Tech, Main Floor, 216

We look forward to seeing you in Spring!

General information can be found on page 29.

## Qi Gong For Immune Health - In Person

Qi Gong is a system of gentle exercises used for thousands of years to overcome disease, increase health and vitality. This is a form of Qi Gong that combines specific sounds with simple arm movements and visualization to strengthen the internal organs and strengthen the immune system. The goal of the exercises is to harmonize the body and mind through deep breathing, whole body movement, and stretching.

**Instructor: Joe Foley.**

<b>QIGONG2-Spring2024</b>	\$39.00
05/15/2024 - 05/15/2024	Days: W
7:00PM - 9:00PM	Sessions: 1
Keefe Tech, Main Floor, 217	

## Qi Gong for Arthritis - In Person

Also called "Chinese Yoga," this therapeutic form of Qi Gong incorporates whole body movement, stretching, and correct breathing to help you improve your energy (Qi), immune system, and may assist in healing various ailments. Qi Gong may help prevent arthritis from getting worse and promote circulation for healing. It is a tool for self-healing that can be used throughout your life. It is useful for people of all ages, especially senior citizens. **Instructor: Joe Foley.**

<b>QIGONG3-Spring2024</b>	\$39.00
03/13/2024 - 03/13/2024	Days: W
7:00PM - 9:00PM	Sessions: 1
Keefe Tech, Main Floor, 206	

## Distraction Action: How to Kick Your Distractions to the Curb & Boost Your Productivity - In Person - New!

Go from disorganized, unmotivated and distracted to flying through your most important tasks at lightning-speed! This 90-minute workshop will teach you a step-by-step process for minimizing and eliminating distractions in your day, so you can finally complete work or personal tasks with less stress and more ease. **Instructor: MaryEllen Giombetti.**

<b>HEALTHW12-Spring2024</b>	\$39.00
05/15/2024 - 05/15/2024	Days: W
6:00PM - 7:30PM	Sessions: 1
Keefe Tech, Main Floor, 210	

## Good Grief Guidance: How to Support Grievers - In Person - New!

Have you ever felt unsure of what to say or how to offer support to someone who has suffered a loss? During this course, participants will learn about grief, what to say, what not to say, tips for helpful actions, and how to handle special dates, holidays and more. By the end of these 90 minutes you will have a solid set of ways to support someone who is grieving. **Instructor: MaryEllen Giombetti.**

<b>HEALTHW13-Spring2024</b>	\$39.00
04/10/2024 - 04/10/2024	Days: W
6:00PM - 7:30PM	Sessions: 1
Keefe Tech, Main Floor, Room 210	

## Preventing Burnout - In Person - New!

Knowing the warning signs and stages of burnout is the first step in preventing it. This workshop will teach you how to prevent burnout with simple and useful mindful strategies and help you find ways to incorporate regular wellness practices, so that you can increase personal and professional health, happiness, and well-being. **Instructor: Mary Ellen Giombetti.**

<b>HEALTHW14-Spring2024</b>	\$39.00
04/24/2024 - 04/24/2024	Days: W
6:00PM - 7:30PM	Sessions: 1
Keefe Tech, Main Floor, Room 210	

## A Guide to Relaxation and Stress Reduction - In Person

Enjoy a Guided Relaxation and Stress Reduction session, while learning a little about meditation. Enjoy a peaceful evening and come away not only feeling very relaxed, but with some new tools in your personal tool box to help you deal with stress. **Instructor: Elizabeth Meyer.**

<b>HEALTHW8-Spring2024</b>	\$29.00
04/02/2024 - 04/02/2024	Days: Tu
7:00PM - 8:30PM	Sessions: 1
Keefe Tech, Second Floor, 317	

# HEALTH & WELLNESS - PET HEALTH & SAFETY

## Connecting With Your Cat - In Person

When you adopt a cat you need to be prepared for a long-term commitment. In this class, students will discuss cat safety - do's and don'ts and observations of which you should be aware. Students will also learn about socialization, the meaning of certain behavior, including behavior that needs to be addressed by a veterinarian, and how to help a shy cat become more confident. **Instructor: Annabelle Lebas.**

<b>HEALTHYPETS 5-Spring2024</b>	\$39.00
04/11/2024 - 04/11/2024	Days: Th
6:00PM - 9:00PM	Sessions: 1
Keefe Tech, Main Floor, 210	

## Pet First Aid and CPR for Cats and Dogs Certification - In Person

Prepare for the unexpected emergency or accident. This class will give you the tools to be ready in case of an emergency. Please see the online description to view a list of topics that will be covered. At the conclusion of class you will receive a Certification of Completion wall certificate and wallet card good for 2 years. We look forward to teaching you these very valuable skills and helping you truly be your pet's best friend. **Instructor Laura McCallion.**

<b>HEALTHWPETS-Spring2024-1</b>	\$89.00
04/08/2024 - 04/09/2024	Days: M,Tu
6:00PM - 9:00PM	Sessions: 2
Keefe Tech, Main Floor, 215	

<b>HEALTHWPETS-Spring2024-2</b>	\$89.00
06/10/2024 - 06/11/2024	Days: M,Tu
6:00PM - 9:00PM	Sessions: 2
Keefe Tech, Main Floor, 215	



*Workforce Skills Cabinet  
Career Technical Initiative*  
**200-Hour HVAC Program**  
**Tuition-Free**  
Class Starts in May 2024

## ABOUT THE PROGRAM GRANT

Grant funding for this course is administered by Commonwealth Corporation on behalf of the Workforce Skills Cabinet. In partnership with the MassHire Metro South/West Career Center, Keefe at Night administers the program.




### COURSE CONTENT

This 200-hour program will prepare students to sit for the Massachusetts Oil Burner Technician Certification exam. Students will learn the basics of residential heating gas & oil burner technology, service, repair, installation and maintenance. The program also includes OSHA Certification, hands-on practice, and essential career development and employability skills training.

### HOW TO REGISTER

Please visit our website at: <https://keefeatnight.org/zerocost-grant-programs/> and read the "Eligibility" section of the website to determine if you qualify for the program. If you meet the qualifications, you can fill out the preliminary application found on the same page. Following your application, we will contact you to discuss next steps.

## LEARN MORE

-  [keefeatnight.org](https://keefeatnight.org)
-  [CTIprograms@jpkeefehs.org](mailto:CTIprograms@jpkeefehs.org)
-  750 Winter St., Framingham, MA

Scan the QR code to the right to learn more and submit your preliminary application.

If you have any questions, please call us at 508-416-2170.

**Please Note:** You can only apply for one program.





*Workforce Skills Cabinet  
Career Technical Initiative*  
**200-Hour Plumbing Program**  
**Tuition-Free**  
**Class Starts in September 2024**

## ABOUT THE PROGRAM GRANT

Grant funding for this course is administered by Commonwealth Corporation on behalf of the Workforce Skills Cabinet. In partnership with the MassHire Metro South/West Career Center, Keefe at Night administers the program.

## COURSE CONTENT

Launch your career as a Journeyman Plumber. This 200 Hour program will include the required 110 hours of code and theory studies for Tier 1 as part of the Massachusetts 5-tier program. It also includes OSHA Certification, hands-on practice, and essential career development and employability skills training.

## HOW TO REGISTER

Please visit the tab titled "Plumbing and HVAC Tuition-Free Programs" on our website and read the "Eligibility" section of the page to determine if you qualify for the program. If you meet the qualifications, you can fill out the preliminary application found on the same page. Following your application, we will contact you to discuss next steps.

## LEARN MORE



keefeatnight.org



CTIprograms@jpkeefehs.org



750 Winter St., Framingham, MA

Scan the QR code to the right to learn more and submit your preliminary application.

If you have any questions, please call us at 508-416-2170.

**Please Note:** You can only apply for one program.



## HOBBIES

### Beginners' Bridge - In Person

If you are looking for something entertaining and different to do with friends and family, then come and learn the wonderful and challenging game of Bridge. After completing this 8-class course, you will be able to play Contract Bridge with novice and expert alike. **Instructor: Tony Keats.**

#### HOBBY2-Spring2024

05/01/2024 - 06/12/2024

6:30PM - 9:00PM

Keefe Tech, Second Floor, 309

\$139.00

Days: W

Sessions: 7

### Supervised Bridge Play - In Person - New!

Designed for beginner and advancing bridge players to practice what they have learned, increase confidence and improve their understanding of the game. To improve your bidding, play and defense requires practice. You will have the opportunity to play pre-dealt and random hands with a teacher with many years of playing experience discussing proper techniques and correcting errors observed during the bidding and play. **Instructor: Tony Keats.**

#### HOBBY3-Spring2024

4/30/2024 - 6/11/2024

7:00 PM - 9:00 PM

Keefe Tech, Second Floor, 309

\$119.00

Days: Tu

Sessions: 7

## HOME & GARDEN

### How to Create Great Interior Designs - In Person - New!

This class is addressed to homeowners, budding designers and general contractors and subcontractors, for both residential and commercial spaces, who want to create better spaces. Homeowners, contractors and designers share a common goal: completing a project on time, on budget, and with everybody happy at the end. The class will give students tools, design tips, and cover common (and sometimes costly) mistakes that can be easily avoided. No Class: 4/17.

**Instructor: Celine Riard.**

#### HGLS12-Spring2024

3/27/2024 - 5/01/2024

6:00 PM - 8:00 PM

Keefe Tech, Main Floor, 206

\$109.00

Days: W

Sessions: 5

### Basic Home Gardening - In Person

Learn the basics of gardening so you can create your own beautiful space. Learn the difference between annuals, perennials and biennials. We will take the mystery out of the numbers on fertilizer products, and learn how to use fertilizers properly. Gain confidence in your ability to prune your shrubs and perennials. Basic landscape principles will be discussed. This class is taught in lecture format. **Instructor: Jonathan Stein.**

#### HGS10-Spring2024

03/19/2024 - 03/26/2024

6:00PM - 8:30PM

Keefe Tech, Main Floor, 206

\$59.00

Days: Tu

Sessions: 2

## HOME & GARDEN

### Sustainability and Indoor Composting - Virtual Platform/Live Instruction

Learn how to create and maintain a healthy, odorless compost bin that will be fully operational year-round. You can build a compost system by up-cycling everyday items from your home. Learn how to harvest compost, and how to make compost 'tea'.

**Composting kits must be purchased separately in advance of class.** Please visit [enviropal.org](http://enviropal.org) to order your kit. Shipping is available to any location within the United States. **A class invitation link will be sent to your email account in advance of class.** **Instructor: Ray Pourali.**

#### GLS09-Spring2024

4/11/2024 - 4/11/2024

6:00PM - 9:00PM

Live Virtual Classroom

\$29.00

Days: Th

Sessions: 1

### MicroGreens and Indoor Gardening - Virtual Platform/Live Instruction

In this workshop we will learn about indoor gardening techniques such as: Microgreens, Hydroponics and Sprouting. You will be able to set-up a growing unit by upcycling items in your home. Join this amazing workshop and explore the positive financial and environmental impacts of indoor gardening. **A class invitation link will be sent to your email account in advance of class.** **Instructor: Ray Pourali.**

#### HGM GREENS-Spring2024

3/21/2024 - 3/21/2024

6:00PM - 9:00PM

Live Virtual Classroom

\$49.00

Days: Th

Sessions: 1

### Container Gardening - In Person - New!

In this course you will learn how to garden successfully in containers. We will discuss what can be grown in containers, proper soil mixes to use, choice of containers, fertilization, and how to water properly. Ideas for vertical gardens and elevated garden containers will also be explored, as well as design ideas for container flowers. Basic elements of gardening will also be discussed. **Instructor: Jonathan Stein.**

#### GLS11-Spring2024

05/07/2024 - 05/07/2024

6:00PM - 8:00PM

Keefe Tech, Main Floor, 206

\$59.00

Days: Tu

Sessions: 2



**Visit Our Website**  
Full course descriptions can  
be found online at [Keefeatnight.org](http://Keefeatnight.org).



# Earn Your Massachusetts Journeyman Electrical License



## About the Program

Through Keefe at Night, you can complete your Journeyman classroom instruction requirement in the Module Program. Each of the 8 modules meets the requirements set forth by the Massachusetts State Board of Electrical Examiners as a part of the 600-hour requirement to sit for the Journeyman's Exam.

We highly recommend that you visit the Massachusetts Board of State Examiners of Electricians website. There you will find comprehensive information on becoming a MA Electrical Code Journeyman. You will also find a list of requirements you will need to fulfill to apply for the Journeyman License.

## Spring Semester Dates

<b>Electrical Code - Journeyman, Module 1</b>	<p>Module 1 is for everyone starting their studies in the Electrical Code Journeyman Module program. It is open to all seeking licensure in Massachusetts.</p> <p>The curriculum includes: Jobsite and Electrical Safety, introduction to National Electrical Code and Process, DC/Alarm Theory and Basic Math.</p>	<p><b>Days:</b> Mondays &amp; Saturdays <b>Dates:</b> 3/09/2024 - 5/18/2024 <b>Times:</b></p> <ul style="list-style-type: none"><li>• Sa: 9:00 AM - 1:00 PM</li><li>• M: 6:00 PM - 10:00 PM</li></ul> <p><b>Number of Classes:</b> 21</p>
<b>Electrical Code - Journeyman, Module 5</b>	<p>Module 5 is for everyone who has completed 300 hours at a Vocational Technical school, or is continuing their studies in the Electrical Code Journeyman Module program. It is open to all seeking licensure in Massachusetts.</p> <p>The curriculum includes: Electricians Math and Basic Electrical Formulas, Electrical Circuit, AC Theory, Raceway, Outlet boxes and conductor fill, Conductor Selection and Overcurrent Protection.</p>	<p><b>Days:</b> Tuesdays &amp; Thursdays <b>Dates:</b> 3/07/2024 - 5/30/2024 <b>Times:</b> 6:00 PM - 10:00 PM <b>Number of Classes:</b> 21</p>
<b>Electrical Code - Journeyman, Module 8/8.1</b>	<p>Module 8/8.1 is for everyone continuing their studies in the Electrical Code Journeyman Module program. It is open to all seeking licensure in Massachusetts.</p> <p>The curriculum includes: Motor Calculations, Transformer Calculations, Review of Board Rules and Regulations, Review of Massachusetts General Laws applicable to Electricians and a General Review of all subjects covered.</p>	<p><b>Days:</b> Tuesdays &amp; Thursdays <b>Dates:</b> 3/07/2024 - 5/30/2024 <b>Times:</b> 6:00 PM - 10:00 PM <b>Number of Classes:</b> 21</p>

**LANGUAGE ARTS**

**English Language Course - Levels 1- 4 / Niveles/Níveis 1 - 4 -  
Tuesday/Thursday - In Person (Level 3-partly on Zoom)**

# Welcome/Bienvenidos/Bienvenidos/Benvenuti/Bienvenue!

Learning to speak English can open up many opportunities to non-English speakers. Keefe at Night provides excellent ESL classes to the community. Our instructors are truly committed and seasoned professionals who have a love for teaching English to adult learners. We offer 4 levels of study: Beginner, Advanced Beginner, Intermediate and Advanced. If you have never taken English language classes and consider yourself a beginner, you will be placed in Level 1 and do not need to take a placement test. If you attended a class at Keefe at Night recently, you will move on to the next level.

**New Students:** For Levels 2, 3 & 4 there will be a placement test at Keefe Tech on 2/15/2024 between 4:00 p.m. and 7:00 p.m. Plan on a half hour for completion of the process.

**Classes for levels 1, 2 & 4 begin on March 7 and end on June 4.**

**Level 3 classes will start on March 5. Level 3 students will meet in person and on Zoom. Please come to Keefe at Night on the first night of class.**

All classes take place on Tuesdays and Thursdays from 6:00 - 9:00 p.m.

The total cost for the class is: \$285 for Levels 1 & 2, and \$299 for Levels 3 & 4. Two books are included in the cost of tuition for all levels. Additional materials are included for levels 3 & 4.

### Cursos de Inglés:

El poder comunicarse en inglés puede abrir muchas puertas para personas que actualmente no hablan el idioma. Keefe at Night brinda excelentes clases de Inglés a la comunidad. Nuestros maestros son profesionales con mucha experiencia, quienes aprecian la importancia de la enseñanza del idioma a personas adultas. Ofrecemos cuatro niveles de aprendizaje: Principiantes, Principiantes Avanzados, Curso Intermedio y Curso Avanzado. Si nunca ha tomado cursos de inglés y se considera principiante, entrará al primer nivel. No necesita tomar una prueba. Si tomó clases en Keefe at Night recientemente, pasará al siguiente nivel.

Estudiantes Nuevos: Para los niveles 2, 3 y 4 habrá una prueba de colocación de nivel en Keefe Tech el 15 de febrero de las 4:00 p.m. y 7:00 p.m. Planifique media hora para completar el proceso.

Las clases para los niveles 1, 2 y 4 comienzan el 7 de marzo y terminan el 4 de junio.

**Las clases de nivel 3 comenzarán el 5 de marzo. Los estudiantes de nivel 3 se reunirán en persona y por Zoom. Por favor venga a Keefe at Night la primera noche de clase.**

Todas las clases se llevan a cabo los martes y jueves de 6:00 a 9:00 p.m.

El costo total de la clase es: \$285 para los niveles 1 & 2, y \$299 para los Niveles 3 y 4. Se incluyen dos libros en el costo de la matrícula para todos los niveles. Se incluyen otros materiales para los niveles 3 y 4.

### Aulas de Inglês:

Aprender a falar inglês pode abrir muitas oportunidades para pessoas não falantes da língua Inglesa. Keefe at Night oferece excelentes aulas de Inglês para a comunidade. Nossos instrutores são profissionais verdadeiramente comprometidos e experientes que estimulam a importância de ensinar Inglês a estudantes adultos.

Oferecemos 4 níveis de estudo: Iniciante, Iniciante Avançado, Intermediário e Avançado. Se você nunca fez aulas de inglês e se considera um iniciante, você será colocado no Nível 1. Você não precisa fazer a prova. Se você assistiu a uma aula no Keefe at Night recentemente, você passará para o próximo nível.

**Novos Alunos:** Para os níveis 2, 3 e 4 haverá um teste de nivelamento na Keefe Tech em 15 de fevereiro das 4:00 às 7:00 p.m. Planeje meia hora para a conclusão do processo.

As aulas dos **níveis 1, 2 e 4 começam no dia 7 de março** e terminam no dia 4 de junho.

**As aulas do nível 3 começarão no dia 5 de março. Os alunos do nível 3 se encontrarão pessoalmente e no Zoom. Por favor, venha para Keefe at Night na primeira noite de aula.**

Todas as aulas acontecem às terças e quintas-feiras, das 6:00 a 9:00 p.m.

O custo total da aula é: \$285 para os níveis 1 e 2, e \$299 para os níveis 3 e 4. Dois livros estão incluídos no custo do curso para todos os níveis. Outros materiais estão incluídos para os níveis 3 e 4.

**Instructors:** Nevin Aziz, Vicki Kravitz, Kimberly McCormack, Mary Lee Mullin-Palencia, Valerie Rector, Brenda Seymour, Linda Strayhorn & Dianne Weiss.

## ABESLLEVEL1-4 Spring2024

03/07/2024 - 06/04/2024

6:00PM - 9:00PM

Keefe Tech, Second Floor, 302

No clases, No hay Clases/Aulas: 4/16, 4/18, 5/2 & 5/16.

Levels 1-2: \$285.00

Levels 3-4: \$299.00

Days: Tu,Th

Sessions: 22



## English Language Course - Level 1- Monday/Wednesday

Please see the description on page 20 for our English language courses. This class takes place on Mondays and Wednesdays.

Por favor consulte la descripción anterior de nuestros cursos de inglés. Esta clase se lleva a cabo los lunes y miércoles.

Por favor, veja a descrição anterior em nossos cursos de inglês. Esta aula acontece às segundas e quartas-feiras.

**ABESLLEVEL1-Spring2024-M/W** Level 1: \$285.00  
3/04/2024 - 5/22/2024 Days: M, W  
6:00PM - 9:00PM Sessions: 22  
Modular Space Keefe Tech, Main Floor, 281  
No class: 4/15 & 4/17.

## American Sign Language - Beginner - In Person

In this class, you will learn the basics of American Sign Language. You will gain experience and a foundation for basic sign language conversation skills. You will also learn about deaf environment and culture. The group is very interactive. Please see online description for information on the required textbook. No Class: 4/15 & 5/27. **Instructor: Kathleen Romeo.**

**LASL18-Spring2024** \$179.00  
03/11/2024 - 06/10/2024 Days: M  
6:00PM - 7:30PM Sessions: 12  
Keefe Tech, Second Floor, 311

## International Languages

### French - Beginner - In Person

This course is designed for students who have little to no knowledge of the French language. In this class, students will develop basic communication skills through practice in listening, speaking, reading, writing, and role-playing. Please see the online description for information on the required textbook. No Class: 3/18 & 4/15. **Instructor: Annabelle Lebas.**

**LAFRENCH01-Spring2024** \$99.00  
03/11/2024 - 05/06/2024 Days: M  
5:45PM - 6:45PM Sessions: 7  
Keefe Tech, Main Floor, 201

### French - Intermediate - In Person

Do you know how to count to 100; introduce yourself; name colors, and have basic vocabulary in French? Then you're ready for the next step! Come and learn more about this language with a French teacher! We'll work on grammar but also on fun topics to help you get ready to the next level! Please see the online description for information on the required textbook. No class: 3/19 & 4/16. **Instructor: Annabelle Lebas.**

**LAFRENCH01-Spring2024** \$99.00  
03/12/2024 - 05/07/2024 Days: Tu  
6:00 PM - 7:00 PM Sessions: 7  
Keefe Tech, Main Floor, 201

## Conversational French - In Person

Parlez-vous français Absolument! **This course is for individuals with an Advanced Level of proficiency in French.** Practice your French with Annabelle, a native speaker of French. Students in this class will have an opportunity to develop conversation based on their personal interests. No Class: 3/18 & 4/15. **Instructor: Annabelle Lebas.**

**LAFRENCH04-Spring2024** \$139.00  
03/11/2024 - 05/06/2024 Days: M  
7:00PM - 9:00PM Sessions: 7  
Keefe Tech, Main Floor, 201

## Tourists' Guide to Paris and France - In Person

Join Annabelle on a fun and informative "tour" of France and its culture. In this class you will learn basic survival French vocabulary, necessary for travelers who do not speak French. You will learn about Paris destination spots and how to utilize public transportation. Annabelle will share her personal experience on how to get the most out of Paris. **Instructor: Annabelle Lebas.**

**LAFRENCHTOURISTSpring2024** \$49.00  
06/05/2024 - 06/12/2024 Days: W  
6:00PM - 8:00PM Sessions: 2  
Keefe Tech, Main Floor, 209

## Brazilian Portuguese I - Beginner - In Person

This course in Brazilian Portuguese is designed for beginners who are just starting to study the language. Students will learn basic grammatical structures, and practice everyday language in situational contexts like greetings, shopping, dining out, giving directions, and traveling in Brazil. They will also learn first-hand about Brazilian culture through music, cuisine and history. Materials are included in the cost of tuition. No Class: 4/15. **Instructor: Eliane Vaz Louison.**

**LAPORTUGUESE2-Spring2024** \$199.00  
03/11/2024 - 05/22/2024 Days: M  
6:00PM - 8:30PM Sessions: 11  
Keefe Tech, Main Floor, 205

## Brazilian Portuguese II - Intermediate - In Person

Students will develop conversation skills as they relate to cultural traditions and current events, all while having fun. Participants will also learn to assimilate new concepts of the language, new vocabulary, grammar and verbs. Some material from the beginner class will be reviewed. Materials are included in the cost of tuition. No Class: 4/17. **Instructor: Eliane Vaz Louison.**

**LAPORTUGUESE1-Spring2024** \$199.00  
03/06/2024 - 05/22/2024 Days: W  
6:00PM - 8:30PM Sessions: 11  
Keefe Tech, Main Floor, 205

Please sign up early so that we meet our minimum class enrollment.

## LANGUAGE ARTS

### Spanish 1 - Basics - In-Person

This course is for students who do not have any previous experience with the Spanish language. The class will cover: the alphabet, pronunciation, greetings and farewells, numbers, how to tell time, colors, clothing vocabulary, food vocabulary, the calendar, and parts of the body. In addition, you will learn basic Spanish grammar, which includes: gender, articles, plural form of words, and adjectives to describe yourself and others. By the end of the course, students should be able to express feelings, likes and dislikes, and maintain very simple, short conversations. Materials are included in the cost of tuition. No class: 4/18, 5/2, and 5/16.

**Instructor: Elba Fernandez.**

#### LASP01-Spring2024

03/07/2024 - 06/13/2024

6:00PM - 7:00PM

Keefe Tech, Main Floor, 219

\$139.00

Days: Th

Sessions: 12

### Spanish 2 - Beginners - In-Person

This course is for students who already have basic knowledge of the Spanish language. This class will cover situational conversations, verbs conjugation in the present, preterit and future, related to vocabulary learned. In addition, students will learn to verbally express opinions, ask questions, and communicate preferences. Materials are included in the cost of tuition. No class: 4/18, 5/2, and 5/16.

**Instructor: Elba Fernandez.**

#### LASP02-Spring2024

03/07/2024 - 06/13/2024

7:30PM - 8:30PM

Keefe Tech, Main Floor, 219

\$139.00

Days: Th

Sessions: 12



### Inclement Weather Class Cancellations -



Information will be posted on our website and our Facebook page. You can also call 508-416-2170 for a recorded message.

## MEDICAL AND ALLIED HEALTH

### Clinical Medical Assistant Certification Training - In Person

This certification program includes 140 hours of classroom lectures and hands-on labs. The course also includes a 160-hour clinical externship opportunity. The clinical internship provides students with an opportunity to perform hands-on work with actual patients at a local medical facility. Many employers require hands-on clinical experience as part of their hiring process.

In this course students will train on how to assist physicians by performing functions related to the clinical responsibilities of a medical office. The class meets on Tuesdays and Thursdays and on 7 Saturdays. A full schedule is posted online.

Training includes patient preparation for examination and treatment, routine laboratory procedures, medical terminology, diagnostic testing, technical aspects of phlebotomy and the cardiac life cycle. Students will review important topics including pharmacology, the proper use and administration of medications, taking and documenting vital signs, cardiology including proper lead placements, professional workplace behavior, ethics and the legal aspects of healthcare.

**Certification:** The program meets all of the necessary requirements to sit for the National Healthcareer Association, NHA, Clinical Medical Assistant (CCMA) Exam. An in-person testing session will be arranged.

**Requirements to sit for the exam: Successful completion of the CCMA program and a High School Diploma or Equivalency. Students will be responsible for paying the \$155 testing fee.**

**Clinical Externship:** To be eligible for the externship, students must successfully complete the 140-hour classroom program, submit to a thorough background check, drug screening and meet other requirements. Please note that students must meet the healthcare provider's requirements and safety mandates.

**Books and materials are included in the cost of tuition.**

**Payment Plan:** Students paying in full at time of registration receive a 10% discount. A payment plan is also available for this course. Please see the online description. No Class: 4/16, 4/18, 5/2 & 5/16. **Instructor: Nicole Williams.**

#### MEDCMA1-Spring2024

3/07/2024 - 6/18/2024

6:00 PM - 9:30 PM

Keefe Tech, Second Floor, 323

\$2,749.00

Days: Tu,Th,Sa

Sessions: 34

Please sign up early so that we meet our minimum class enrollment.

## Phlebotomy Technician Certification Training - In Person

This certification program includes 90 hours of classroom lecture, hands-on labs, and a clinical externship opportunity of up to 120 hours. The clinical externship provides students with an opportunity to perform hands-on work with actual patients at a local medical facility. Many employers require hands-on clinical experience as part of their hiring process. The class meets on Mondays and Wednesdays and on 3 Saturdays.

The program prepares professionals to collect blood specimens from clients for the purpose of laboratory analysis. Students will become familiar with all aspects related to blood collection and develop comprehensive skills to perform venipunctures completely and safely. Classroom and lab work includes terminology, anatomy and physiology; blood collection procedures; specimen hands-on practice; and training in skills and techniques to perform puncture methods.

**National Certification:** This program meets all of the necessary requirements to sit for the National Healthcare Association Phlebotomy Technician (CPT) Exam. An in-person testing session will be arranged.

**Requirements to sit for the exam: Successful completion of the CPT program and a High School Diploma or Equivalency. Students will be responsible for paying the \$155 testing fee.**

**Clinical Externship:** This program includes an externship of up to 120 hours. To be eligible for the clinical externship, students must successfully complete the 90-hour classroom program, submit to a thorough background check, drug screening and meet other requirements. Please note that students must meet the healthcare provider's requirements and safety mandates.

**Books and materials are included in the cost of tuition.**

Students paying in full at time of registration receive a 10% discount. A payment plan is also available for this course. Please see the online description. No Class: 4/16, 4/18, 5/2 & 5/16. **Instructor: Lucy Fonseca.**

<b>MEPHLEBT1-Spring2024</b>	<b>\$1979.00</b>
03/18/2024 - 06/05/2024	Days: M,W,Sa
6:00PM - 9:30PM	Sessions: 24
Keefe Tech, Second Floor, Yoga Room by Library	

## Emergency Medical Technician, EMT Certification Training Program - Hybrid Format

**Orientation will take place on Thursday, February 29 at Keefe Tech. After the orientation classes will meet on Saturdays.**

EMT basics are the foundation of pre-hospital emergency medical care. In this course you will learn how to conduct an initial evaluation, treat and transport patients with medical problems as well as those with injuries from accidents (trauma). You will learn to recognize and provide initial care for shock, heart and breathing problems, strokes, burns, diabetes, drowning and accidents. You will also learn to perform a complete prehospital patient assessment; understand current legal aspects of pre-hospital care; identify and treat common medical emergencies; identify and treat traumatically injured patients; identify and treat special patient populations (ob/gyn, pediatrics, geriatric, environmental emergencies); and identify the properties of approved pharmacological agents. **This program exceeds the National and State Standard Curriculum for EMTs.** The course includes AHA Healthcare Provider CPR.

**National Certification:** Upon successful completion of this 160-hour course, students will be eligible to take the practical and written certification exams to become certified nationally and in the Commonwealth of Massachusetts.

**Prerequisites:** Students must be able to lift 125 lbs; possess advanced to fluent English language proficiency, and have strong verbal and communication skills.

**Class Format:** This is a hybrid course, which consists of online self-paced, and in person hands-on classes. You will receive your login credentials for the online portion of the course in advance of class. A good portion of the class is online/self-paced. This portion requires you to complete weekly assignments on your own, which will cover the didactic portion of the course.

The hands-on portion of the class will take place in person at Keefe Tech on Saturdays from 9:00 a.m.-1:00 pm. During the in-person classes, the class will cover the psychomotor, or hands-on portion of the course. **Please view the online description for information on the materials that must be purchased in advance of class. Instructor: Staff, Metro-West EMS Educators**

<b>MEDEMT1-Spring2024</b>	<b>\$1199.00</b>
02/29/2024 - 05/18/2024	Sessions: 12
Orientation - 02/29/2024	
6:00 - 8:00 p.m.	Day: Thu
Classes - 03/02/2024 - 05/18/2024	
9:00AM - 1:00PM	Days: Sa
Orientation will take place on Thursday, February 29 at Keefe at Night from 6:00 - 8:00 p.m. After orientation, classes will meet on Saturdays.	
Keefe Tech, Second Floor, 320	



**Visit Our Website**  
Full course descriptions can be found online at [Keefeatnight.org](http://Keefeatnight.org).



## MEDICAL AND ALLIED HEALTH

### Adult and Pediatric First Aid/CPR/AED Certification - In Person

This Red Cross course incorporates the latest science and teaches students to recognize and care for a variety of first aid emergencies such as burns, cuts, scrapes, sudden illnesses, head, neck, back injuries, heat and cold emergencies, and how to respond to breathing and cardiac emergencies for victims of all ages. **Instructor: Staff, Greater Boston Safety Training.**

**MEFACPR1Spring2024-Section1** \$109.00  
04/10/2024 - 04/10/2024 Days: W  
5:00PM - 9:00PM Sessions: 1  
Keefe Tech, Main Floor, 215

**MEFACPR1Spring2024-Section2** \$109.00  
06/05/2024 - 06/05/2024 Days: W  
5:00PM - 9:00PM Sessions: 1  
Keefe Tech, Main Floor, 215

### Basic Life Support Certification - In Person

The Basic Life Support (BLS) course provides healthcare providers and public safety professionals with the knowledge and skills necessary to respond to breathing and cardiac emergencies in adult, child and infant patients. Upon successful completion of the course, learners will receive a 2-year Basic Life Support digital certificate with anytime, anywhere access to certificate and training history. **Instructor: Staff, Greater Boston Safety Training.**

**MELIFES1-Spring2024** \$109.00  
05/15/2024 - 05/15/2024 Days: W  
5:00PM - 9:30PM Sessions: 1  
Keefe Tech, Main Floor, Stage in Auditorium

## MUSIC

### Instant Piano for Hopelessly Busy People -

#### Virtual Platform/Live Instruction

**Please note that you will need to have your instrument with you through the duration of the class.** In just a few hours, you can learn enough secrets of the trade to give you years of musical enjoyment. Learn to play piano the way professionals do - using chords. Since this class is being held online on Zoom you will be able to sit at your piano or keyboard at home and take this course with no pressure at all. Class is limited to 15 students. For ages 13+. **A class invitation link will be sent to your email account in advance of class. Instructor: Craig Coffman.**

**ARTMUSIC09-Spring2024** \$79.00  
4/15/2024 - 4/15/2024 Days: M  
6:30PM - 9:30PM Sessions: 1  
Live Virtual Classroom



## MUSIC

### Instant Guitar for the Hopelessly Busy People - Virtual Platform/Live Instruction

**Please note that you will need to have your instrument with you through the duration of the class.** This crash course will teach you some basic chords and get you playing along with your favorite songs right away. Since this class is being held online with Zoom, you will be able to sit at home with your guitar and take this class without any pressure at all. Class limited to 15 students. For ages 13+. **A class invitation link will be sent to your email account in advance of class. Instructor: Craig Coffman.**

**ARTMUSIC10-Spring2024** \$79.00  
4/16/2024 - 4/16/2024 Days: Tu  
6:30PM - 9:00PM Sessions: 1  
Live Virtual Classroom

## PERSONAL ENRICHMENT

### Goal Setting: Set Yourself Up For Success - In-Person

Come and set your Goals! Make this the year you achieve your goals - by starting off the year with a PLAN for how to get where you want to go. Achieving your goals requires more than just a wish - it requires a clear PLAN. This is a fun, interactive class with some visualizing and imagining, as well as clear planning. Come with a wish, leave with a plan! **Instructor: Elizabeth Meyer.**

**PENRICHMENT10-Spring2024** \$29.00  
04/30/2024 - 04/30/2024 Days: Tu  
7:00PM - 8:30PM Sessions: 1  
Keefe Tech, Main Floor, 207

### Managing & Building Better Boundaries - In Person - New!

Are you a perpetual people-pleaser? Do you over commit, take on too many projects, or say Yes when you really want to say No? Learn how to set and communicate boundaries at work and in your personal life so that you can confidently and thoughtfully navigate relationships and situations in ways that align with your needs. **Instructor: MaryEllen Giombetti.**

**PENRICHMENT15-Spring2024** \$39.00  
03/13/2024 - 03/13/2024 Days: W  
6:00PM - 7:30PM Sessions: 1  
Keefe Tech, Main Floor, Room 210

### Inclement Weather Class Cancellations -



Information will be posted on our website and our Facebook page. You can also call 508-416-2170 for a recorded message.

## REAL ESTATE

### Massachusetts Real Estate Salesperson Training - In Person

This class is your first step to becoming a licensed real estate salesperson! Completion of this course will qualify students to sit for the Massachusetts Real Estate Salesperson's Test.

This course is taught by professionals from Framingham-based Key Realty Services University, an approved, fully licensed and credentialed Massachusetts Real Estate School. The course is taught in both lecture and interactive format. At the completion of the program you will receive a certification booklet, which allows you to take the state examination. If you score 70% or better on your exam, you will receive your license that day!

**Important: If you already hold a Real Estate License, this Pre-Licensing course is not for you.** Books must be purchased in advance of class. Please see online description for information on the textbooks. No Class: 4/15, 4/17 & 5/27.  
**Instructor: Brad Roberts.**

<b>REALESTATE1-Spring2024</b>	<b>\$369.00</b>
04/01/2024 - 05/29/2024	Days: M,W
6:00PM - 9:00PM	Sessions: 15
Keefe Tech, Main Floor, 220	

### Home Buying Seminar - In-Person

Join us for an informative home buying seminar. Buying a house is the largest, most important and most expensive transaction you will ever make. Real estate professional, Lexi Winter, will help you demystify the entire process. **Instructor: Lexi Winter.**

<b>FINRE1-Spring2024</b>	<b>\$29.00</b>
05/08/2024 - 05/08/2024	Days: W
6:30PM - 7:30PM	Sessions: 1
Keefe Tech, Main Floor, 210	

### How to Sell Your Home Workshop - In-Person

If you are thinking about selling your home in the near future, this class is a must! Learn how to hire the right agent and what you need to know if you plan on selling without an agent. The class will also cover what's necessary to fix before listing and what isn't, what buyers want, and what costs are associated with selling. The importance of staging and cleaning your home before listing will also be discussed. **Instructor: Faina Shapiro.**

<b>FINRE2-Spring2024</b>	<b>\$29.00</b>
04/24/2024 - 04/24/2024	Days: W
6:30PM - 8:30PM	Sessions: 1
Keefe Tech, Main Floor, 210	

Please sign up early so that we meet our minimum class enrollment.

## REIKI

### Usui/Holy Fire Reiki, Level 1 Certification - In Person

Learn about the concepts, energies, and history of Usui/Holy Fire Reiki. It is a powerful yet gentle form of healing that provides stress relief, relaxation, mental clarity and more. This class is for beginners, or anyone interested in learning more about energy healing. Training consists of lectures as well as hands-on practice. Certification will be presented at completion of course. **Please see the online course description for information on required textbook. Instructor: Ashley Olstein.**

<b>CAREERR1-Spring2024</b>	<b>\$89.00</b>
4/02/2024 - 4/09/2024	Days: Tu
5:00 PM - 8:00 PM	Sessions: 2
Keefe Tech, Second Floor, 314	

### Usui/Holy Fire Reiki, Level 2 Certification - In Person

Enhance your healing powers, intuition and confidence with Reiki Level 2. In this class you will learn full treatment techniques including advanced body scanning and meditations. This class will be a first step in preparing you to open your own Reiki practice or integrate it into your daily life. Certification will be presented after completion of the class. **Prerequisite:** Successful completion of the Usui/Holy Fire Reiki Level 1 Certification course. **Please see the online course description for information on required textbook. Instructor: Ashley Olstein.**

<b>CAREERR2-Spring2024</b>	<b>\$89.00</b>
4/30/2024 - 5/07/2024	Days: Tu
5:00 PM - 8:00 PM	Sessions: 2
Keefe Tech, Second Floor, 314	

### Reiki Share and Review - In Person - New!

Perfect for all levels of Reiki practitioners - this workshop is for people who want to brush up on their Reiki skills and learn a few new techniques. The class begins with a Q & A and moves into practice time. Here we can practice and ask questions as we build a local Reiki community! Students who have been certified in Reiki elsewhere are welcome. **Instructor: Ashley Olstein.**

<b>CAREERR3-Spring2024</b>	<b>\$45.00</b>
5/14/2024 - 5/14/2024	Days: Tu
5:00 PM - 8:00 PM	Sessions: 1
Keefe Tech, Second Floor, 314	



**Visit Our Website**  
Full course descriptions can be found online at [Keefeatnight.org](http://Keefeatnight.org).

## SERVESAFE CERTIFICATION

### ServSafe Manager Training/Certification Testing- In Person

This National Restaurant Association food and beverage safety training course is appropriate for food-service management staff working in health care, schools, restaurants and all food service establishments. Your paper-based certification exam will be conducted in the last hour of the program. **Please see online description for information on optional book purchase.** Instructor: Lynn Petrowski.

**SSCERT01-Spring2024-Section1** \$169.00  
4/02/2024 - 4/03/2024 Days: Tu,W  
4:00PM - 7:30PM Sessions: 2  
Main Floor, Room 209

**SSCERT01-Spring2024-Section2** \$169.00  
5/14/2024 - 5/15/2024 Days: Tu,W  
4:00PM - 7:30PM Sessions: 2  
Main Floor, Room 208

## SPORTS

### Pickleball: Fun Adult Starter Pickleball at Longfellow Pickleball Center

With four indoor courts, the program is designed for you to learn how to play successfully, regardless of your level. Participants 18+ of all levels are welcome. This Saturday class will take place at the Longfellow Pickleball Center, which is located directly across the street from the Health and Tennis Club: Longfellow Pickleball Center | 522A Boston Post Road, Wayland, MA. **Instructor: Longfellow Pickleball Center Staff.**

**PICKLEBALL-Spring2024** \$229.00  
03/09/2024 - 05/11/2024 Days: Sa  
1:30PM - 3:00PM Sessions: 10  
Pickleball Center at Longfellow

## SPORTS

### Intro to the Sport of Fly Fishing - In Person

Join IGFA world record holder for Bonefish and Bluefish, Sheila Hassan, for this introductory fly-fishing class. This indoor session will cover the basics of how to get started in fly-fishing. This is a fast-paced class designed to get you ready for the next fly-fishing season. Your instructor will provide all materials and handouts. **Register early. Class is limited to 10 students.** Sheila is director of the Wulff School of Fly Fishing. Her book, *Fly Casting: A Systematic Approach*, is a standard in the industry. **Instructors: Sheila Hassan and Captain Bill Hassan.**

**SP03-Spring2024** \$49.00  
03/14/2024 - 03/14/2024 Days: Th  
7:00PM - 9:00PM Sessions: 1  
Keefe Tech, Main Floor, 222

## Sports - Water Safety

### America's Boating (ABC3) Certification - In Person

Whether you own a boat, are thinking of getting a boat, or just like to float around the water in your friends' boat - this course will prepare you for life on the water. The course is taught by experienced members of the US Power Squadron, a private national organization dedicated to teaching safe boating. Students who complete this course successfully will receive a safety certificate, required in most states for operation of a water craft. This certificate provides you with a discount on your boat insurance! **No Class: 4/16. Materials are included in the cost of tuition.** **Instructor: Nobscot Sail and Power Squadron.**

**SP02-Spring2024** \$129.00  
03/12/2024 - 04/23/2024 Days: Tu  
7:00PM - 9:30PM Sessions: 6  
Keefe Tech, Ground Floor, Design and Visual

## TRADES - LICENSE EXAM PREPARATION

### Construction

#### Construction Supervisor Unrestricted License Exam Preparation - In Person

Registration Deadline: **April 25.** Please see the full class description in the ad that appears on page ---- of this catalog. space. This class will help you prepare for your Massachusetts Construction Supervisors unrestricted license exam. Prerequisite to sit for the State Exam: Three years of documentable construction experience. **Instructor: Mass Nail It Staff.**

**CONSTRUCT LIC-Spring2024** \$899.00  
05/01/2024 - 06/05/2024 Days: W  
6:00PM - 8:00PM Sessions: 6  
Keefe Tech, Main Floor, 201



## TRADES - LICENSE EXAM PREPARATION

### Hoisting 2A and 1C Exam Preparation/Continuing Education Credit - In Person

This course counts toward Massachusetts Continuing Education credit. This class will prepare you to take the Massachusetts Hoisting License exam. We will go over the exam application process and will review requirements for the D.O.T health certificate, which qualifies you to take the exam. **Instructor: Mass Nail It Staff.**

**TP100-Spring2024** \$169.00  
05/08/2024 - 05/15/2024 Days: W  
5:30PM - 8:30PM Sessions: 2  
Keefe Tech, Main Floor, 207

### Electrical Code - Journeyman

#### Electrical Code - Journeyman, Module 1 - In Person Saturday Class

This course is for everyone starting their studies in the Electrical Code Journeyman Module program. It is open to all seeking licensure in Massachusetts. The curriculum includes: Jobsite and Electrical Safety, introduction to National Electrical Code and Process, DC/Alarm Theory and Basic Math. Please note that there will be a 1/2 hour break for lunch. Please bring your own as the cafeteria is closed on weekends. No class: 4/15. **Instructor: Jesus Pizarro.**

**ELECTRICMOD1-Spring2024** \$559.00  
03/09/2024 - 05/18/2024 Days: M, Sa  
M: 6:00PM - 10:00PM Sessions: 21  
Sa: 9:00AM - 1:00PM  
Keefe Tech, Ground Floor, Electrical Related Room

#### Electrical Code - Journeyman, Module 5 - In Person

This class will cover Electricians Math and Basic Electrical Formulas, Electrical Circuit, AC Theory, Raceway, Outlet boxes and conductor fill, Conductor Selection and Overcurrent Protection. No class: 4/16, 4/18, 5/2, 5/16. **Instructor: Jesus Pizarro**

**ELECTRICMD5-Spring2024** \$559.00  
03/07/2024 - 05/30/2024 Days: Tu,Th  
6:00PM - 10:00PM Sessions: 21  
Keefe Tech, First Floor, 218

#### Electrical Code Journeyman, Module 8/8.1- In Person

The curriculum for module 8 includes: Motor Calculations; Transformer Calculations; Review of Board Rules and Regulations; Review of Massachusetts General Laws applicable to Electricians, and a General Review of all subjects covered. No Class: 4/16, 4/18, 5/2 & 5/16. **Instructor: David Hatton.**

**ELECTRICMOD8-Spring2024** \$559.00  
03/07/2024 - 05/30/2024 Days: Tu,Th  
6:00PM - 10:00PM Sessions: 21  
Keefe Tech, Ground Floor, Electrical Related Room

### HVAC - Oil and Gas Burner Technology

Please see our ad on page 16 on the CTI HVAC tuition-free program for qualified applicants.

### Plumbing Code - Journeyman

Keefe at Night offers all 5 tiers of the Massachusetts Journeyman Plumbing Code and Theory Program. Our 4-year Tier Program fulfills the required Tier Code & Theory portion of training for students wishing to become Massachusetts Journeyman Plumbers. Each Tier covers the state requirements for licensure which can be found on the website at <https://www.mass.gov/info-details/plumbing-tier-program>. Enrollment is open to non-licensed plumbing apprentices in Tier 1 ONLY. Students wanting to enroll in Tiers 2, 3, 4 & 5 must hold a current Massachusetts apprenticeship license and have successfully completed the previous tier. You will not be able to enroll in Tier 2 until you have successfully completed Tier 1 and have attained a Massachusetts Plumbing Apprentice license. (All tiers must be taken in consecutive order.)

Please see our ad on page 17 on the CTI Plumbing Tier -1, tuition-free program for qualified applicants.

#### Plumbing Code and Theory Tier 1

Will be offered in Fall 2024.

#### Plumbing Code and Theory Tier 2

**PLUMBING.TIER 2-Spring2024** \$938.00  
01/03/2024 - 04/03/2024 Days: M,W,Th  
5:30PM - 9:30PM Sessions: 34  
Keefe Tech, Main Floor, 216  
**Instructor: Jamie Prevosk**





## TRADES - LICENSE EXAM PREPARATION

### Plumbing Code and Theory Tier 3 - In Person - Second Semester Registration Only

**PLUMBING.TIER 3-Spring2024** \$479.00  
03/07/2024 - 04/22/2024 Days: M,Tu,Th  
5:30PM - 9:00PM Sessions: 17  
Keefe Tech, Main Floor, 217  
**Instructor: John Ryder**  
No Class: 4/15, 4/16 & 4/18

### Plumbing Code and Theory Tier 4 - In Person - Second Semester Registration Only

**PLUMBING.TIER 4-Spring2024** \$479.00  
01/03/2024 - 02/15/2024 Days: M,W,Th  
5:00PM - 8:30PM Sessions: 17  
Keefe Tech, Main Floor, 218  
**Instructor: Matthew Flynn**

### Plumbing Code and Theory Tier 5 - In Person - Second Semester Registrations Only

**PLUMBING.TIER5-Spring2024** \$479.00  
01/04/2024 - 03/19/2024 Days: Tu,Th  
5:00PM - 8:30PM Sessions: 17  
Keefe Tech, Main Floor, 220  
**Instructor: Eric Gordon**

## TRAVEL

### New York Bus Trip / Broadway - April 20, 2024

Our New York - Broadway trip includes round-trip transportation via modern, Wi-Fi equipped motor coach, complimentary city map, Broadway Show Guide, Dining Guide, and the assistance of our expert trip guide, Doug Sanders. We will leave Keefe at 7:30 a.m. sharp and travel to the Big Apple. Once in Times Square, we will head to the TKTS Booth to purchase available tickets for matinee performances at half the list price on the day of the show! (Or purchase your tickets in advance to secure seats.) Once you have purchased tickets, there is time to sightsee, have lunch, or shop until the 2:00 p.m. performances. Depart NYC at 7:00 p.m. for your return trip, arriving back at Keefe Tech before 11:00 pm.

**Important Message:** Participants may be asked to wear a mask on the bus for the duration of the trip.

**Registrations for the trip are transferable, but not refundable.** Credit vouchers are also not available on trips.

**Parking at Keefe:** Please park on the west side of campus, located at the Winter Street entrance, closest to the gym. Look for the Bloom Charter bus. **Trip leader: Doug Sanders.**

**TRIPS 01-Spring2024** \$99.00  
04/20/2024 - 04/20/2024 Days: Sa  
7:30AM - 11:00PM Sessions: 1  
BUS TRIP

## WELDING

### Basic Welding - In Person

This course is for individuals who have little or no knowledge of welding. It includes lectures as well as hands-on activities. You will learn the basic skills and safety requirements of welding processes: Stick, MIG, TIG & Torch as well as how to use a variety of hand tools for sheet metal. All safety equipment, materials and supplies will be provided for your use. You will be required to wear long pants and closed steel toed shoes. Your project must be small enough to be able to carry it in and out of the building on the night of class as there is no storage available at Keefe. **Monday/Wednesday Program - No Class: 4/15 & 4/17. Tuesday/Thursday Program - No Class: 4/16 & 4/18.**

### Basic Welding - In Person, M/W

**WE01MW-Spring2024** \$429.00  
03/11/2024 - 05/01/2024 Days: M,W  
6:00PM - 9:00PM Sessions: 14  
Keefe Tech, Ground Floor, Metals & Fabrication  
**Instructor: Jessen Sylvestre**

### Basic Welding -- In Person, T/Th

**WEFAB02-Spring2024** \$429.00  
03/07/2024 - 04/30/2024 Days: Tu,Th  
6:00PM - 9:00PM Sessions: 14  
Keefe Tech, Ground Floor, Metals & Fabrication  
**Instructor: John Nolan**





## GENERAL INFORMATION, POLICIES AND PROCEDURES – SPRING 2024

Welcome to Keefe at Night! For a better understanding of our Spring schedules and procedures, please read the information that appears below.

### **Safety Protocols for In-Person and Hybrid**

**Courses:** Students attending in-person and hybrid courses must adhere to safety protocols in place at the time their class is running.

### **Office Hours:**

#### **Starting on March 6, 2024 through mid June**

Monday – Thursday: 8:00 a.m. to 9:00 p.m.

Friday: 8:00 a.m. to 4:00 p.m.

### **Scheduled Cancellation Dates**

Scheduled School Closings & Class Cancellations

- April 15-19 (Spring Break)
- Thursday, May 2
- Thursday, May 16
- Monday, May 27

**For those who have class in the auditorium, it is not available on:**

- Wednesday, March 20
- Thursday, March 21
- Wednesday, May 22

**Tuition/Registration Payment:** Payment in full is due at registration. Payment plans are available as noted in specific class descriptions. Registrations under payment plans must be processed by phone or in person.

### **There are 4 convenient ways to register and pay:**

**1. Online Registration:** Visit [www.keefeatnight.org](http://www.keefeatnight.org) and click on the “Registration” tab that appears on the menu bar at the top of the main page. From there click “Register” and click on “My Account.” If you don’t have an account, you can create a new one there as well.

**2. Mail-in Registration:** You can mail in your payment using the registration form in the catalog. Our address is: Keefe at Night, 750 Winter Street, Framingham, MA 01702. No cash please.

**3. Telephone Registration:** During office hours, please call us at 508-416-2170 with a credit card/bank card.

**4. Walk-in Registrations:** Please see office hours section.

**Forms of Payment:** We accept Cash, MasterCard, Visa, Checks, Money Orders, & Organization Purchase Orders. Please note: Refunds made to credit cards may take 2-3 business days or longer to appear on your online statement. Refunds by check (for cash and check payments) may take up to four weeks to reach you.

**Age Requirement for Registration:** The required minimum age is 18 for Keefe at Night Programs. The New York/Broadway trip and virtual music courses are open to children 13 years of age and up.

**Late Registration:** Students may register for a class after the start date only with the approval of the instructor. Tuition is not prorated.

### **Refund Policy for Courses**

Cancellation for All Classes: If Keefe at Night cancels classes, you will receive a full refund.

Withdrawals:

1. 7 Days before start date: Full tuition refund, minus \$10 cancellation fee.
2. 6 Days or less before start date: A course credit voucher will be issued for 75% of course tuition.
3. Withdrawal or absence from course on the day that it meets: There is no refund or credit voucher. You may, however, transfer your enrollment to a friend or relative.
4. There are no refunds for payments for the New York Trip. You can, however, transfer your seat to someone else.
5. No course credit vouchers or refunds will be issued after the start of class.

Withdrawal course credit vouchers are valid for 2 years from the date of issue.

## GENERAL INFORMATION, POLICIES AND PROCEDURES – SPRING 2024

### **Missed Classes in Certification/Licensing**

**Programs:** Some programs require a set number of hours for successful completion. If you must miss more than one class, be sure to speak with your instructor. Please know that missed hours will be made up at a time when your instructor is available and there will be a fee of up to \$50/hour with a three-hour minimum.

**Certificates of Completion:** Certificates of completion will be provided for licensing and certification courses. If you need a certificate for confirmation of attendance, please let us know, and we will prepare one for you.

There is a \$5.00 processing fee for each lost or misplaced certificate.

**Night of the Week & Time of Classes:** Classes are in session Monday through Thursday evenings (with a few Saturdays for extended-period certification/licensing programs). Evenings and times are subject to change due to unexpected circumstances. However, every effort will be made to hold classes on the dates and times listed in this Catalog.

**Change of Instructor:** Keefe at Night reserves the right to retain, assign or change instructors as necessary without contacting enrolled students.

**Inclement Weather Cancellations for In-Person & Hybrid In-Person Classes.** If Keefe Regional Technical High School closes during the day, there will be no evening program. If the day program is in session and conditions prohibit safe travel in the evening, every effort will be made to contact all instructors and students by email and when necessary by phone. If in doubt, please call the Keefe at Night main phone number: 508-416-2170 for a recorded message. An announcement will also be posted on our website (inclement weather tab on the menu bar) which connects you to our Facebook page: <https://www.facebook.com/keefetechconted/>.

**Textbooks/Class Supplies:** Unless otherwise noted, students will need to purchase their books on their own in advance of their first class. Please check the online course descriptions to confirm whether or not books are included in the cost of tuition. When needed, ISBN numbers or bookstore links are provided. Keefe at Night does not operate a bookstore. Please visit your local bookstore or place your order online.

**Class Locations:** Please check your receipt for your room number. For hybrid & live/virtual classes, login information will be sent to students by email in advance of class. If you are taking classes in the ESR Kitchen or the Auditorium, we suggest that you park on the Fountain Street entrance side of campus. If you are taking dance lessons, it would be best to park by the Winter Street entrance side of the building.

**Policies:** Keefe at Night students, instructors and staff are required to adhere to safety protocols, policies, rules and regulations that are observed by Keefe Regional Technical High School.

Please do not hesitate to contact us if you have any questions. You can reach us at 508-416-2170 or by email at: [continuinged@jpkeefehs.org](mailto:continuinged@jpkeefehs.org).

We thank you for your continued support of Keefe at Night and hope you'll join us!



## Keefe at Night - Registration Form

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Best Phone #: \_\_\_\_\_

Course ID	Course Title	Class Dates	Tuition Amount
TOTAL			

By submitting this registration form you acknowledge that you have read and accept the Refund Policy that appears below.

Participants must be 18 or older in order to enroll in Keefe at Night programs.

Form of Payment:    Check No. \_\_\_\_\_ (Payable to Keefe at Night)    MasterCard \_\_\_\_ Visa \_\_\_\_  
Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
Authorization Code: \_\_\_\_\_ Name of Card Holder: \_\_\_\_\_  
Billing Address If Different from Above: \_\_\_\_\_

## Refund Policy

### Refund Policy for Courses/Trips

Cancellation for All Classes: If Keefe at Night cancels a course, the full amount will be refunded.

#### Withdrawals:

- 7 Days before start date:** Full tuition refund, minus \$10 cancellation fee.
- 6 Days or less before start date:** A course credit voucher will be issued for 75% of course tuition.
- Withdrawal or absence from course on the day that it meets:** There is no refund or credit voucher. You may, however, transfer your enrollment to a friend or relative.
- There are no refunds for payments for the New York Trip.** You can, however, transfer your seat to someone else.
- No course credit vouchers or refunds will be issued after the start of class.**

**Withdrawal course credit vouchers are valid for 2 years from the date of issue.**



# Keefe at Night

750 Winter Street  
Framingham, MA 01702

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Arts & Crafts .....	4-5	Language Arts .....	20-22
• Visual Arts .....	4	• English Language Courses .....	20-21
• Textile Arts .....	4	• International Languages .....	21-22
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Visit Us on Facebook: [www.facebook.com/keefetechconted](http://www.facebook.com/keefetechconted)

## Join Us this Fall!

Call 508-416-2170 or visit us online at  
[www.keefeatnight.org](http://www.keefeatnight.org)